Special Education Technician

Admission Requirements, Decisions, & Instructions

Admission Requirements

1. Certification Central (CC) is an enroll anytime program with no deadlines. After you submit the completed application, you will be notified of our admission decision within 1 week.

2. You must have earned a high school diploma or an equivalent. Verification needs to be submitted. Also, if you have attended any postsecondary training, please upload your unofficial transcript(s).

3. You must pass a Criminal History Record Check (no older than 3 months) or submit a copy of your current ND's Educator Professional License (expired license can't be accepted). Regarding the background check, do this right away as the process can take a while. Use the following link to download and print the Non-Criminal Justice Request for Criminal History Record Information. The top part is already filled out. Be sure to read through the instructions carefully and include the $15 fee.
   https://certificationcentral.education/wp-content/uploads/2026/11/SFN50744_Certification_Central_filled.pdf
   The criminal history report will be emailed directly to Certification Central, and we will notify you of receipt. It typically takes 7-10 business days to process.

4. You need 2 professional letters of recommendation that speak to your experiences or interests in the field of special education. Please avoid submitting references from friends and family. You will collect these letters then submit them when you complete the application.

5. You will write a 2-page essay that answers the following questions:
   - What experiences have you had working in an educational setting?
   - Why do you want to become a special education technician?

Admission Decisions

After reviewing your application, an admission decision will be made to include one of the following:

1. Full Admission to the Program: This means you will have access to all training modules in the program with no restrictions.

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2. Provisional Admission to the Program: This means you will be permitted to take one training module. You must complete this module with a rating of Proficient (4.0) then you will earn full admission to the program.

3. Denied Admission to the Program: This means you did not meet the requirements of the program. You will be provided with the reason for the denial.

Application Directions

1. Click here to access the special education technician application https://certificationcentral.education/special-education-technician-application/

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